Third shift duty - 13 Feb - 18 Feb

I. Programming for the entire week.
1. Regular daily programs + personnel
2. Particular specials - their content + origins.
3. Station switching (where it varies from your day.)
4. Sunday programming - its differences from other days, and why
5. Prestige shifts - what, why, and who
   a) ~~Mat~~, Hive, ATB, Pop, Retch, Dust.

II. Engineering:
~~Complete~~ Review of all three control rooms, outlined last week.
1) patchboards - complete ↗ phones
2) monitor cue, + talk back - gains + use.
   a) break + bridge patches
   b) tel lines
   c) bus patches
   d) color coding
3) air cue, line cue, monitor, audition
4) secondary means of cueing + talkback,
   a) best know this for next Saturday!
5) In short all engineering procedures except those outside the station (ie remotes), should be clear

III.
Business review, after Thursday meetings
1) location + use of contracts, rate cards, time orders, continuity forms.
2) Selling procedure + package presentation.
3) Sources of answers to questions

by both teachers + supes -
Sudan, Shen, Edelman, Lobbestael

II. Individual meetings with supes, & quick
a. ~~thought~~ seeds of thought on
projects